



LIEUTENANT, STATE FAIR POLICE

DEPARTMENTAL OPEN, NON-PROMOTIONAL

An equal opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation. It is an objective of the State of California to achieve a drug-free State workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants

WHO SHOULD APPLY:

Applicants who meet the minimum qualifications as stated below, and have an advanced POST certificate.

APPLICATION DEADLINE:

FINAL FILE DATE: February 24, 2010

HOW TO APPLY:

Submit Applications (Form 678) by mail, must be postmarked no later than the final file date, or may be walked in to:

**California Exposition and State Fair
Personnel Office
1600 Exposition Boulevard
Sacramento, CA 95815-5199**

TEST DATE

The test date will be announced and applicants will be notified.

TESTING METHOD

The testing method used will consist of an Oral Examination weighted 100%. The test will include a number of predetermined job-related questions. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. COMPETITORS WHO DO NOT APPEAR FOR THE ORAL EXAMINATION WILL BE DISQUALIFIED.

If conditions warrant, this examination may utilize an evaluation of each candidate’s experience and education compared to a standard developed from the class specification. For this reason, IT IS ESPECIALLY IMPORTANT THAT EACH CANDIDATE TAKE SPECIAL CARE IN ACCURATELY AND COMPLETELY FILLING OUT HIS OR HER APPLICATION. List all experience relevant to the “Requirement of Admittance to the Examination” shown on this announcement.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the “Application for Examination.” You will be contacted to make specific arrangements.

REQUIRED IDENTIFICATION

NOTE: Applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

SALARY RANGE

\$4362 - \$5518

ELIGIBLE LIST INFORMATION

A Departmental open, Non-promotional list will be established for the California Exposition & State Fair.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

All applicants must meet the education and/or experience requirements for this examination by the final file date.

MINIMUM QUALIFICATIONS

Possession of a valid California Driver’s License of the appropriate class issued by the Department of Motor Vehicles. Applicants who do not possess the license will be admitted to the examination but must secure the license prior to appointment.

United States Citizenship and

Either I

One year of experience performing the duties of a Sergeant, State Fair Police.

Possession of a Peace Officer Standards and Training (POST) Advanced Certificate.

Or II

Three years of police experience, including two years in a supervisory capacity comparable to the rank of Sergeant in a law enforcement agency; and

Possession of a Peace Officer Standard and Training (POST) Advanced Certificate.

FELONY DISQUALIFICATION:

Because any person convicted of a felony is disqualified from being employed as a peace officer under Government Code Section 1029, an applicant with a felony conviction will not be accepted for this examination.

AGE REQUIREMENT:

Minimum age for appointment: 18 years

SPECIAL PERSONAL CHARACTERISTICS

Willingness to work on Saturdays, Sundays, and holidays, and at odd or irregular hours.

SPECIAL PHYSICAL CHARACTERISTICS

Good health; sound physical condition; strength, endurance, and agility; and normal hearing sufficient to perform the essential functions of the job.

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

**LIEUTENANT, STATE FAIR POLICE
10EP2D**

VC60-1947

FINAL FILE DATE: FEBRUARY 24, 2010

POSITION DESCRIPTION

This is the second supervisory level for this series. Under direction incumbents plan and supervise police and security activities or perform difficult and responsible administrative and training duties; or provide direction and administrative support for the investigative functions of the security and safety program.

EXAMINATION INFORMATION

This examination will consist of a Qualifications Appraisal Panel (QAP) weighted 100 percent. The interview will include a number of predetermined job-related questions. *Competitors who do not appear for the interview will be disqualified.*

In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

ORAL EXAMIAN'TION – WEIGHTED 100%

ORAL EXAMINATION SCOPE

In addition to evaluating the competitor’s relative abilities as demonstrated by quality and breadth of experience, emphasis in the exam will be on measuring competitiveness, relative to job demands, each competitors ability to understand and follow work directions; work cooperatively with others; learn safe physical work procedures; and perform manual tasks.

- A. Knowledge of: The role in the uniformed peace officer at the State Fair facilities; principals and practices of law enforcement including procedures and law relating to investigation, search and seizure, gathering and preserving evidence, laws of arrest, court testimony; patrol procedures and protection of property of the State Fair and departmental rules and regulations as applied to the protection of the general public and state fair employees and property; departmental rules and regulations regarding conduct and control of the employees and visitors; procedures and techniques in handling incidents; procedures used in handling or controlling groups of individuals; principals of first aid; emergency procedures in cases of fire, bomb threat or riot; effective public relations as applied to the State Fair operations and law enforcement functions; policies regarding reportable incidents. All of the above, and principals of police administration and organization.
- B. Ability to: Learn and apply the knowledge required for law enforcement work such as laws of arrest, the Penal Code, rules of evidence and rights of citizens; write legibly, spell correctly and prepare understandable reports; stand and walk for long period of time; think clearly and logically and take effective action in emergency or while under physical or mental stress; conduct investigations; handle firearms safely; enforce the law courteously when possible. Engage in riot control tactics; exercise self-restraint; maintain physical conditioning appropriate to the performance of the work. All of the above, and establish security procedures and techniques which will safeguard State Fair property, buildings and occupants; plan and direct effective traffic control; instruct officers in law of arrest, rules of evidence, penal laws, legal rights of citizens and court procedures; prepare and deliver police security talks; instruct officers in first-aid treatment, the care and use of firearms, the operation of patrol automotive equipment and self defense; maintain discipline and harmony in a squad of officers.

VETERANS PREFERENCE

Veteran’s preference credits do not apply in this examination.

CAREER CREDITS

Career credits do apply in this examination.

GENERAL INFORMATION

It is the candidate's responsibility to contact the California Exposition and State Fair three days prior to the written test date if he/she has not received his/her notice.

For an examination without a written feature it is the candidate's responsibility to contact the Personnel Office at 916/263-3029 three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at State Personnel Board offices, local offices of the Employment Development Department and the Department noted on the front.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The State Personnel Board reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, oral interviews are scheduled in Sacramento, San Francisco, and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235, and 235.2. State Personnel Board Rules 233, 234, 235, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices or at the Information Counter of State Personnel Board offices.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device. TDD: 916/263-3035

THIS CANCELS AND SUPERSEDES ALL PREVIOUS BULLETINS